



REVISION NUMBER:

PURCHASING AGENT: BRENDA VELDEVERE (801) 538-3142

ITEM: CANON DIGITAL COPIERS
FOR CARBON, EMERY, GRAND AND SAN JUAN COUNTIES

ORDERING ADDRESS:
VENDOR: 03211J

OFFICE EQUIPMENT COMPANY
20 EAST MAIN
PRICE UT 84501

REMITTANCE ADDRESS:
VENDOR:

OFFICE EQUIPMENT COMPANY
PO BOX 760
PRICE UT 84501

INTERNET HOMEPAGE:

WWW.OFFICEEQUIPMENTCO.COM

TELEPHONE:

(435) 637-6570

FAX NUMBER:

(435) 637-9215

CONTACT:

SCOTT SJOSTROM

EMAIL ADDRESS:

scott@officeequipmentco.com

BRAND/TRADE NAME:

CANON

PRICE:

SEE ATTACHED PRICE SCHEDULE

TERMS:

NET 30

EFFECTIVE DATES:

04/18/02 THROUGH 04/17/2004

DAYS REQUIRED FOR DELIVERY:

5-10 DAYS ARO

PRICE GUARANTEE PERIOD:

1 YEAR

CONTRACT TERM:

THIS IS A TWO (2) YEAR CONTRACT WITH THREE (3) ONE
(1) YEAR RENEWAL OPTIONS AFTER 04/17/2004.

ORIGINATING SOLICITATION:

BV2905 OPENED 2/14/2002 AT 1:00 P.M.

COMPANION MAINTENANCE CONTRACT:

PD1516

MINIMUM ORDER:

1 COPIER

THIS IS A NEW CONTRACT.



STATE PURCHASING ENCOURAGES ALL CARBON, EMERY, GRAND AND SAN JUAN DIGITAL COPIER PURCHASERS TO COMPARE ALL CARBON, EMERY, GRAND AND SAN JUAN REGIONAL DIGITAL COPIER CONTRACTS BEFORE MAKING A FINAL SELECTION. YOU WILL WANT TO EVALUATE COPIER PRICE, FEATURES, FUNCTIONS, COPY QUALITY AND VOLUME ABILITIES RELATIVE TO YOUR BUDGET, APPLICATIONS AND PRODUCTIVITY REQUIREMENTS.

THE CURRENT CARBON, EMERY, GRAND AND SAN JUAN REGIONAL CONTRACTORS FOR DIGITAL COPIES ARE AS FOLLOWS:

| CONTRACT # | COPIER BRAND | CONTRACTOR |
|------------|-----------------------|--------------------------|
| AR1513 | SHARP | LES OLSON COMPANY |
| PD1514 | MAINTENANCE FOR SHARP | LES OLSON COMPANY |
| | | |
| AR1515 | CANON | OFFICE EQUIPMENT COMPANY |
| PD1516 | MAINTENANCE FOR CANON | OFFICE EQUIPMENT COMPANY |

- ALL COPIER PRICING IS F.O.B. DESTINATION WITH INSTALLATION, TRAINING AND INITIAL "START UP" SUPPLIES INCLUDED (NO SEPARATE CHARGES).
- TRADE-IN VALUES FOR YOUR EXISTING COPIER(S) ARE TO BE NEGOTIATED ON A CASE-BY CASE BASIS.
- RELOCATION FEES:
SHORT DISTANCE RELOCATION WITHIN CARBON & EMERY COUNTIES, OR WITHIN MOAB CITY AND SURROUNDING VALLEY WOULD BE \$95.00 PLUS \$1.34 PER MILE. ALL RELOCATION RATES INCLUDE MACHINE SETUP, TESTING, AND OPERATOR TRAINING AT NEW LOCATION.
- CONTRACTOR HAS DEMO MODELS IN THEIR SHOWROOM.
- **PLEASE NOTE:**
ALL STATE AGENCIES MUST COMPLETE THE 63A-2-105 COPIER REQUEST FORM AND SUBMIT TO JAN ROGERSON FOR APPROVAL PRIOR TO ORDERING ANY COPIER FROM THE CONTRACTOR. PLEASE FAX YOUR COPIER REQUEST FORM TO JAN ROGERSON AT (801) 537-9240. A COPY OF THE COPIER REQUEST FORM IS LOCATED AT THE END OF THIS CONTRACT INFORMATION SHEET.



THIS CONTRACT INFORMATION SHEET IS STILL UNDER CONSTRUCTION.

**In the interim, please contact Scott
Sjostrom at Office Equipment Company
for information regarding the seven
copiers on state contract and state
contract pricing.**

SCOTT SJOSTROM (435) 637-6570

CANON IR-2200

CANON IR-2800

CANON IR-3300

CANON IR-400S

CANON IR-5000

CANON IR-6000

CANON IR-8500



THIS CONTRACT COVERS ONLY THOSE ITEMS LISTED IN THE PRICE SCHEDULE. IT IS THE RESPONSIBILITY OF THE AGENCY TO ENSURE THAT OTHER ITEMS PURCHASED ARE INVOICED SEPARATELY. STATE AGENCIES WILL PLACE ORDERS DIRECTLY WITH THE VENDOR (CREATING A PG IN FINET) AND MAKE PAYMENTS FOR THE SAME ON A PV REFERENCING THE ORIGINAL PG. AGENCIES WILL RETURN TO THE VENDOR ANY INVOICE WHICH REFLECTS INCORRECT PRICING.

FINET COMMODITY CODE(S):

- 60042000000 - COPY MACHINES, LASER, INCLUDING PARTS & ACCESSORIES
- 60045000000 - COPY MACHINES, THERMAL TYPE INCLUDING PARTS & ACCESSORIES
- 65550000000 - COPYING EQUIPMENT, INCLUDING SLIDE DUPLICATORS
- 93927000000 - COPY MACHINE MAINTENANCE & REPAIR

63A-2-105 COPIER REQUEST FORM
STATE OF UTAH

SUBMIT TO: D.A.S., DIVISION OF PURCHASING AND GENERAL SERVICES
3150 STATE OFFICE BUILDING,
FAX: (801) 538-1193 OR (801) 538-3882

| | | | | |
|----------------|--------------|---------|---------------|-------------|
| DEPARTMENT | ORGANIZATION | ADDRESS | | |
| CONTACT PERSON | PHONE | FAX | DATE PREPARED | DATE NEEDED |

EXPLAIN THE CIRCUMSTANCES LEADING TO THE PURCHASE OF THE NEW COPIER

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| |

MINIMUM SPECIFICATIONS (FUNCTIONS/FEATURES) OF THE NEW COPIER

| | | | | |
|---------------------------|---|-------------------------------|-------------------|--|
| MULTI-COPY SPEED C.P.M | FIRST COPY SPEED SECONDS | FEEDER/DOCUMENT HANDLER TYPE | | |
| MONTHLY VOLUME | COPY THROUGHPUT (PAPER SIZE AND WEIGHT) | | | |
| PAPER CAPACITY SHEETS | VARIABLE MAGNIFICATION %TO % | PRESENT REDUCTION/ENLARGEMNET | | |
| DUPLEXING 1:2 2:2 2:1 | COLLATING TYPE | STAPLING TYPE | POWER REQUIRMENTS | |
| OTHER..... | | | | |
| | | | | |
| | | | | |

COPIER SELECTED

| | | |
|----------------------|---------------------------|----------------------|
| MAKE AND MODEL | VENDOR | CONTRACT NO. |
| PURCHASE PRICE \$ | MAINTENANCE COST PER COPY | SUPPLY COST PER COPY |

CURRENT COPIER

| | | |
|----------------|----------------|----------------------|
| MAKE AND MODEL | DATE PURCHASED | PURCHASE PRICE \$ |
|----------------|----------------|----------------------|

WE HAVE REVIEWED THIS REQUEST AND DETERMINED IT WILL PROVIDE CLEAR BENEFIT TO THE STATE.

X

DIVISION DIRECTOR (SIGNATURE) _____ PRINT NAME _____ DATE _____
X

DEPARTMENT DIRECTOR (SIGNATURE) _____ PRINT NAME _____ DATE _____

☐ APPROVED

☐ ADDITIONAL RECOMMENDATIONS ATTACHED

DATE